Department of Commerce • National Oceanic & Atmospheric Administration • National Weather Service

NATIONAL WEATHER SERVICE POLICY DIRECTIVE 30-21
AUGUST 14, 2002

Maintenance, Logistics, and Facilities

SYSTEMS MAINTENANCE

NOTICE: This publication is available at: http://www.nws.noaa.gov/directives/.

OPR: W/OPS12 (M. Paese)   **Certified by:** W/OPS (J. McNulty)
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SUMMARY OF REVISIONS: Supersedes Weather Service Operations Manual (WSOM) Chapter H-50, "Equipment Maintenance Program," Issuance 84-12, dated August 10, 1984.

1.   The National Weather Service (NWS) must properly maintain systems and equipment to meet operational needs. This policy directive governs NWS systems and equipment maintenance activities.

2.   The objective of the NWS Systems Maintenance program is to ensure NWS systems and equipment are maintained in an effective, safe, and secure manner to meet operational needs over the systems or equipment life cycles.

3.   This directive establishes the following authorities and responsibilities:

3.1   The Assistant Administrator (AA) for Weather Services is responsible for the overall implementation of the NWS Systems Maintenance program.

3.2   The Office of Operational Systems (OPS) is responsible for preparing procedural directives implementing policy; providing systems life-cycle integrated maintenance and logistic support planning; operating NWS National Reconditioning Center; providing technical assistance to the regions and field offices; managing national contracts for equipment, systems, and support services; establishing technical training goals and requirements; preparing and monitoring maintenance staffing plans and budgets; developing maintenance reporting guidelines; and evaluating performance and effectiveness of the Systems Maintenance program.

3.3   National Weather Service regional headquarters are responsible for ensuring field offices within their region are organized, trained, and equipped to fulfill the Systems Maintenance program requirements. The NWS regional headquarters are responsible for implementing the Systems Maintenance program within their region; providing guidance to field offices on Systems Maintenance program policy and requirements; developing supplements to procedural directives; overseeing regional engineering quality program;

and evaluating performance and effectiveness of the Systems Maintenance program within their region.

3.4   Field offices are responsible for satisfying the Systems Maintenance program requirements within their County Warning Area. The meteorologists-in-charge at Weather Forecast Offices and in coordination with hydrologists-in-charge at River Forecast Centers are responsible for managing the Systems Maintenance program including establishing equipment restoration priorities, ensuring timely and accurate submission of required maintenance reports, and evaluating performance and effectiveness of the Systems Maintenance program at their offices.

3.5   National Centers for Environmental Prediction (NCEP) are responsible for ensuring their centers are organized, trained, and equipped to fulfill applicable Systems Maintenance program requirements. NCEP is responsible for evaluating performance and effectiveness of the Systems Maintenance program at their centers.

4.   To measure compliance with this policy directive, all levels of authority will measure how effectively they have satisfied the Systems Maintenance program requirements. All operating units will review and monitor systems maintenance activity, operational availability, and reliability reports.

5.   This policy directive is supported by the references listed in Attachment 1.

Signed by John E. Jones, Jr. for   August 14, 2002
John J. Kelly, Jr.   Date
Assistant Administrator
  for Weather Services

Attachment 1

REFERENCES

Procedural Directives

NWS Instruction 30-2101, Systems Maintenance Management
NWS Instruction 30-2104, Maintenance Data Documentation
NWS Instruction 30-2107, NOAA Weather Radio (NWR) Maintenance Policy
NWS Instruction 30-2111, ASOS Maintenance Policy